

**705 KAR 4:041. Cooperative program standards.**

RELATES TO: KRS 151B.025, 156.029(7)

STATUTORY AUTHORITY: KRS 151B.025(5), 156.029(7), 156.070(1)

NECESSITY, FUNCTION, AND CONFORMITY: KRS 151B.025(5) requires the Kentucky Board of Education to establish program standards for secondary area vocational education and technology centers. This administrative regulation establishes program standards for cooperative vocational education in area vocational education and technology centers and local school districts.

Section 1. Cooperative vocational education shall meet the following minimum requirements:

(1) To participate in cooperative vocational education, a student shall be at least sixteen (16) years of age.

(a) A student who is under eighteen (18) shall secure a verification of age issued by the local superintendent of schools.

(b) A student who is between age eighteen (18) to twenty-one (21) shall have a certificate of age on file with the employer.

(2) A student shall have:

(a) Successfully completed the basic vocational skills prerequisites required by the preparatory program he is pursuing;  
and

(b) Gained sufficient knowledge and skills necessary for success in a cooperative education program.

(3) A student shall be enrolled in a related preparatory educational subject within the school year.

(4) The cooperative education program shall be an integral part of the school's program of studies and be described in the school catalog.

(5) A student may receive academic credit on an hour-for-hour-basis equivalent to a Carnegie Unit only for work experience directly related to the student's individual graduation plan and approvable under the Program of Studies for Kentucky Schools, 704 KAR 3:303.

(6) A student shall receive a salary for the work experience phase of instruction in accordance with local, state, and federal minimum wage requirements.

(7) The school shall arrange and coordinate with the employer for on-the-job training. A training agreement by the school, student, parent, and employer shall be placed on file with the school.

(8) A student shall be excused from school attendance only for the purpose of participating in an approved cooperative education program activity.

(9) The program shall include an evaluation component to assess the effectiveness of the program in assisting students in the achievement of their educational and career goals.

(10) The student shall spend a minimum of ten (10) clock hours per week in a salaried position which provides work experience directly related to the student's career goals as identified in his individual graduation plan.

(11) The school shall provide work site supervision of the student by a certified teacher-coordinator on a regular basis throughout the period of time a student is participating in the cooperative education program. (20 Ky.R. 3388; eff. 8-4-94; Am. 27 Ky.R. 864; 1260; eff. 11-17-2000.)